



# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
<http://dpw.lacounty.gov>

GAIL FARBER, Director

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

July 02, 2013

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

# ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

31 July 2, 2013

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

**ADOPT AND ADVERTISE  
AS-NEEDED PARKWAY TREE PLANTING – MAINTENANCE DISTRICT 1  
FISCAL YEAR 2013-14  
IN THE VICINITIES OF ALTADENA, AZUSA, COVINA,  
HACIENDA HEIGHTS, LA CRESCENTA,  
ROWLAND HEIGHTS, VALINDA, AND WEST PUENTE VALLEY  
SUPERVISORIAL DISTRICTS 1, 4, AND 5  
(3 VOTES)**

### **SUBJECT**

This action is to approve and advertise the project for the planting of parkway trees on an as-needed basis in the vicinities of Altadena, Azusa, Covina, Hacienda Heights, La Crescenta, Rowland Heights, Valinda, and West Puente Valley; find this project categorically exempt from the provisions of the California Environmental Quality Act; adopt the plans and specifications; and delegate certain responsibilities to the Director of Public Works or her designee to carry out this project.

### **IT IS RECOMMENDED THAT THE BOARD:**

1. Find that this project is categorically exempt from the provisions of the California Environmental Quality Act.
2. Approve and advertise the project and adopt the plans and specifications that are on file in the Construction Division of the Department of Public Works for As-Needed Parkway Tree Planting – Maintenance District 1, Fiscal Year 2013-14, in the vicinities of Altadena, Azusa, Covina, Hacienda Heights, La Crescenta, Rowland Heights, Valinda, and West Puente Valley, at an estimated contract cost between \$270,000 and \$315,000.

3. Instruct the Executive Officer of the Board of Supervisors to advertise for bids to be received and opened on July 30, 2013, in accordance with the Instruction Sheet for Publishing Legal Advertisement.

4. Delegate to the Director of Public Works or her designee the following authority in connection with this contract: (1) approve and execute change orders within the same monetary limits delegated to the Director of Public Works under Section 2.18.050 of the Los Angeles County Code relative to the construction of County buildings; (2) allow substitution of subcontractors and relief of bidders upon demonstration of the grounds set forth in Public Contract Code Sections 4100 et seq. and 5100 et seq., respectively; (3) accept the project upon its final completion; (4) release retention money withheld consistent with the requirements of Public Contract Code Sections 7107 and 9203; and (5) extend the date and time for the receipt of bids consistent with the requirements of Public Contract Code Section 4104.5.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is to obtain approval from the Board and advertise the project, adopt the plans and specifications, and delegate certain responsibilities to the Director of Public Works or her designee to carry out this project.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provisions of Operational Effectiveness (Goal 1) and Integrated Services Delivery (Goal 3). The recommended actions will help achieve these goals by the planting of parkway trees.

### **FISCAL IMPACT/FINANCING**

There will be no impact to the County General Fund.

The estimated contract cost to complete this project is in the range of \$270,000 to \$315,000. The total project cost is estimated to be \$390,000 with the First, Fourth, and Fifth Supervisorial Districts' jurisdictional shares being \$136,500, \$52,000, and \$201,500, respectively. The total cost will be partially offset by \$115,000 in Los Angeles County Regional Park and Open Space District grant funds. In addition to the contract cost, the total project cost includes inspection, contract administration, change order contingency, and other County services.

Funding for this project is included in the First, Fourth, and Fifth Supervisorial Districts' Road Construction Programs in the Recommended Fiscal Year 2013-14 Road Fund Budget.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

This project, to contract for the planting of parkway trees on an as-needed basis, is part of the Department of Public Works' ongoing program to replace dead and diseased parkway trees. It will be advertised in accordance with Section 20392 of the State Public Contract Code.

This contract is for a one-year period beginning in September 2013 and ending in August 2014.

The contract agreement will be in the form previously reviewed and approved as to form by County Counsel.

The award of the contract will not result in unauthorized disclosure of confidential information and will be in full compliance with Federal, State, and County regulations. The project specifications contain provisions requiring the contractor to comply with terms and conditions supporting the Board's ordinances, policies, and programs including, but not limited to: the County of Los Angeles' Greater Avenues for Independence and General Relief Opportunities for Work Programs (GAIN and GROW), Board Policy No. 5.050; Contract Language to Assist in Placement of Displaced County Workers, Board Policy No. 5.110; Reporting of Improper Solicitations, Board Policy No. 5.060; Notice to Contract Employees of Newborn Abandonment Law (Safely Surrendered Baby Law), Board Policy No. 5.135; Contractor Employee Jury Service Program, Los Angeles County Code, Chapter 2.203; Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Service Notice 1015); Contractor Responsibility and Debarment, Los Angeles County Code, Chapter 2.202; the Los Angeles County's Child Support Compliance Program, Los Angeles County Code, Chapter 2.200; the Los Angeles County's Defaulted Property Tax Reduction Program Ordinance, Los Angeles County Code, Chapter 2.206; and the standard Board-directed clauses that provide for contract termination or renegotiation.

The State Public Contract Code requires the County to award construction contracts to a responsible contractor with the lowest responsive bid, which is defined as the firm that: (1) submits the bid with the lowest cost; (2) is deemed by the County to be responsive to specific criteria under the solicitation including, but not limited to, licensure, bonding, and insurance requirements; and (3) is determined by the County to be a responsible bidder by exhibiting the capability, capacity, experience, trustworthiness, and financial wherewithal to perform the work required under the bid solicitation.

To ensure that the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, criminal convictions, civil litigation, defaulted contracts with the County, complaints filed with the Contractor's State License Board, labor law/payroll violations, and debarment actions. As provided for in Board Policy No. 5.140, the information reported by the contractor will be considered before making a recommendation to award.

The plans and specifications include the contractual provisions, methods, and material requirements necessary for this project and are on file with Public Works.

### **ENVIRONMENTAL DOCUMENTATION**

This project is categorically exempt pursuant to Section 15304(b) of the California Environmental Quality Act Guidelines and Class 4, Subsection (c) of the revised County Environmental Document Reporting Procedures and Guidelines adopted by the Board on November 17, 1987. These exemptions provide for new landscaping.

### **CONTRACTING PROCESS**

This project will be contracted on an open-competitive bid basis. A recommendation for award by the Board will be made upon review of the bids. The contract will be awarded to a responsible contractor who submits the lowest responsive bid meeting the criteria established by the Board and the State Public Contract Code.

The Honorable Board of Supervisors

7/2/2013

Page 4

To increase contractor awareness of Public Works' program to contract work out to the private sector, this project will be listed on the County website for upcoming bids.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

When the project is completed, it will have a positive impact by planting of parkway trees which will benefit the vicinities.

**CONCLUSION**

Please return one adopted copy of this letter to the Department of Public Works, Construction Division.

Respectfully submitted,

A handwritten signature in cursive script that reads "Gail Farber".

GAIL FARBER

Director

GF:JTS:lg

c: Chief Executive Office (Rita Robinson)  
County Counsel  
Executive Office  
Internal Services Department (Countywide  
Contract Compliance)